

BRANCH ADMINISTRATION – UPDATE

In the EC directive outlined in the Branch Financing document circulated in December to all branch secretaries, it was clearly defined that, to receive Branch Administration, a Branch must (1) be classified as an ongoing Unite Branch which means it is a Branch which the Region has so certified via the branch reorganisation process currently underway and (2) a Branch with a Unity bank account.

In order to remove some confusion during this transition period, please find below some guidelines to be applied to the current and future Branch Administration ‘monthly runs’:

1. For fully constituted Unite branches, Branch Administration should be paid
2. For Branches which the Region has identified as ongoing workplace branches, Branch Administration should be paid
3. For composite branches, the majority of which will not be on-going, Branch Administration should be suspended
4. For Geographical Branches, Branch Administration should be suspended

In practical terms, where Branches in cat. 1 & 2 have not yet opened a Unity account, payments should still be made to their existing bank accounts for this month only.

Branches in Cat. 3 will comprise those from former Amicus and T&G. The Amicus branches will be receiving their last quarterly payment relating to the December 2011 quarter contributions and so should not be affected financially in the near term.

The majority of branches in Cat.4 are former Amicus Branches and as such, will be receiving their December quarter Branch Administration under the old system as with Cat. 3.

In all cases, where it is not paid currently, Branch Administration will continue to ‘roll up’ and, once a Branch is confirmed as an ongoing Unite Branch, it will be released at the next available payment run (backdated to 1st January).

Where a Branch does not continue and its members are transferred to other existing Branches or into newly formed ones, any residual money in the Branch bank account and any ‘rolled up’ Branch Administration will be transferred to the ‘receiving’ Branches on a pro-rata basis based on the number of members transferring. This process will be handled by the Regions with assistance from Central Office.